

____ New Request

____ Renewal

**SCHOOL COMMUNITY COUNCIL
WAIVER/EXCEPTION REQUEST FORM**

(Please use one form for each request)

SCHOOL: Pahala Elementary

DATE: _____

DISTRICT: Hawaii

COMPLEX: Ka'u - Kea'au - Pahoa

School Strive HI Status:

- Recognition
- Continuous Improvement
- Focus
- Priority
- Superintendent's Zone

*****Attach Trend Report and Strive HI Performance System School Report.**

A. List the specific policy, regulation, rule, procedure or the specific article within the collective bargaining agreement from which the school is seeking relief.

CC. WORK TIME DISTRIBUTION, WEEKLY TOTALS WITHIN THE 7-HOUR DAY, 5-DAY WEEK

Self-Contained Classes

- a. Fourteen hundred fifteen (1415) minutes of instructional time per work week for teachers. Fifteen hundred twenty-five(1525) minutes of student learning time per week for students.
- b. Two hundred twenty-five (225) minutes of preparation time per work week in blocks of not less than forty-five (45) continuous minutes during the teachers' regular work day except as provided for in Article VI, Section X.1- Preparation Periods.
- c. One hundred fifty (150) minutes of duty free lunch periods per work week in blocks of not less than thirty (30) continuous minutes during the teachers' regular work day except as provided for in Article VI, Section Y-Duty Free Lunch Period.
- d. Three hundred ten (310) minutes to be used during the work week exclusively for:
 - 1. all faculty meetings
 - 2. departmental meetings
 - 3. grade level meetings
 - 4. curriculum meetings
 - 5. passing time
 - 6. opening and closing time
 - 7. recess
 - 8. homeroom
 - 9. scheduled activity periods on a voluntary basis

10. study hall

- B. Describe 1) the desired change, and 2) what the school hopes to accomplish as it relates to improving student learning and increasing student achievement. Include specific quantitative, qualitative and longitudinal data to support the need for the request.

We request a waiver to allow slightly different minutes in the categories of instructional time per work week, preparation time and "other." These time requirements have always been general guidelines, rather than specific targets that must be met to the minute.

In our proposed bell schedule:

Instructional time will be a total of 1370 minutes per week, which is 45 minutes short of the 1415 minute maximum allowed by teacher contract. The 90 minute differential between Teacher Instructional Time (1370 minutes per week) and Student Learning Time (1460 minutes per week) is due to a weekly articulation period for teachers.

Student learning time will be a total of fifteen hundred sixty (1560) per week, which is in excess of 35 minutes over the 1525 minutes per week required by ACT 167.

Teacher preparation will be a total of 228 minutes per week, 3 minutes in excess of the minimum required by teacher contract.

Other time will be a total of 352 minutes per week, 42 minutes in excess of the 310 minutes allocated because of weekly Articulation Meetings which function as Professional Development, School Planning and Curriculum meetings on a departmental level.

Total Teacher work time of 2100 minutes per week is not modified at all. Teacher lunch time meets the minimum requirement of the teacher contract at 150 minutes per week.

- C. If a renewal, describe and evaluate the outcomes of the requested change. Explain what was achieved and the impact on student learning. (Include specific quantitative and/or qualitative data.)

N/A

- D. Please provide additional information (data and narrative) for the following type of request applicable:

N/A

D1.) Parent-Teacher Conferences:

For a waiver from the DOE Regulation 4510.3 Released Time for Conferences to Report Student Progress, the Superintendent requires that a parent satisfaction survey be conducted and the survey results submitted.

N/A

Number of surveys distributed	
-------------------------------	--

Number of surveys returned	
Number of parents in favor	
Number of parents not in favor	
Number of parents undecided	

Summary:

D2.) School Attendance Procedures:

For a waiver from the DOE School Attendance Procedures, Revised August 2001, a comparison of attendance data over a three (3) year period of time is required. Explain the increase or decrease in attendance rates. Provide provisions for allowing students to make-up missed work.

N/A

School Year	% of average daily attendance

Rationale:

D3.) Reporting of Quarterly Grades:

For an exception from the collective bargaining contract for teachers for Reporting Quarterly Grades for Schools, an explanation of the interventions provided and the impact on student learning is required.

N/A

Number of students failing	
Number of students who received tutorial assistance/interventions	
Number of students whose grades improved after receiving tutorial assistance/interventions	

Explanation:

D4.) Modified Assessment Schedule:

For an exception from the collective bargaining contract for teachers for a Modified Assessment Schedule, an explanation of the interventions provided and the impact on student learning is required. Describe tutorial opportunities provided for students during the assessment week.

N/A

Number of students failing	
Number of students who received tutorial	

assistance/interventions	
Number of students whose grades improved after receiving tutorial assistance/interventions	

Explanation:

E. All Other Requests:

Provide information and explanation as indicated in Sections A, B, and C, and other additional information applicable.

F. Provide a chronology and summary of discussions and activities that document an inclusive, collaborative and consensus-building decision-making process.

Date	Type of Meeting	Summary of Outcome
December 2013	Elementary Department Head, Vice Principal and Counselor Meetings	Overview of options provided by state, requirements per HSTA contract and state statutes, complex area requirements and school level needs/preferences
January 2014	Elementary Department Head, Vice Principal and Counselor Meetings	Develop two bell schedule options
January 13, 2014	Bell schedule options sent to Principal, Vice Principals, Registrar, Elementary Department Head and HSTA representative	Bell schedules submitted for review to determine if they meet requirements listed in row 1 as closely as possible
January 16, 2014	Electronic and hard copy versions of the bell schedule options provided to the twelve Unit 5 teachers in the elementary department	Teachers were provided with the options in preparation for a consensus meeting
January 17, 2014	Elementary Faculty Meeting	Overview of requirements and options. Consensus decision to select one of the proposed schedules; bell schedule option #1 accepted by all elementary faculty. One teacher was absent, but her input was taken via a phone call prior to the department meeting.

G. SCC Waiver/Exception Signature Page

WAIVER/EXCEPTION SIGNATURE PAGE

The signatures on this page acknowledge that the decision to request the attached waiver/exception was reached through a collaborative process. If this request is an exception to a collective bargaining agreement, the decision by members of the bargaining unit was achieved through consensus. (Because exceptions to collective bargaining agreements involve the rights of other employees, consensus, specifically by affected unit members, is necessary to waive those rights. It is possible for these unit members to agree on a fallback decision-making option provided that the agreement on the fallback option was reached through consensus.)

Administration Sharon Beck Date 01/15/2014

Community Representative(s) Betty Clark Date 01/15/2014

Parent Representative(s) Joan Dora Date 1/15/2014

Student Representative(s) Loni Beck Date 01/15/2014

Noncertificated Staff Representative(s) Spina Roberts Date 01/15/2014

Teacher Representative(s) Joseph M. Harris Date 01/15/2014

W.C. Dewster Date 1/15/2014

Complex Area Superintendent (CAS): Mary Correa (print name)

This waiver/exception request aligns with the goals and objectives of the school's strategic plan/academic and financial plan.

Rec'd 2/13/14

CAS Signature: Mary A Correa Date 2/14/14

HSTA PROCESS CHECK REQUIREMENT:

To ensure that the process to reach the decision for a contract exception request was followed, (the faculty either reached consensus or failing to reach consensus, the faculty held a secret ballot vote that resulted in active faculty members casting a ballot with 66-2/3% or higher affirmative vote), the Teacher Representative should email the UniServ Director with a cc to Raymond Camacho (rcamacho@hsta.org). Please attach a copy of the email sent to the UniServ Director.

RETURN FORM TO: OCISS, School Renewal and Redesign Section
475 22nd Avenue, Room 109
Honolulu, Hawaii 96816
OR FAX TO: 735-8379

FAILURE TO SUBMIT A COMPLETE AND TIMELY WAIVER/EXCEPTION REQUEST MAY RESULT IN THE REQUEST NOT BEING PROCESSED.



Fw: SCC waiver
Melody Baldonado to: Bertha Mundon

02/21/2014 06:50 AM

Melody Baldonado | SASA | P:808.313.4100 | F:808.928.2092 | Email: melody_baldonado@notes.k12.hi.us
Ka'u High & Pahala Elementary School | 96-3150 Pikake Street | P.O. Box 100 | Pahala, HI 96777 | kau.k12.hi.us

----- Forwarded by Melody Baldonado/KAUH/HIDOE on 02/21/2014 06:50 AM -----

From: Angela Miyashiro/KAUH/HIDOE
To: ryamanaka@hsta.org, rcamacho@hsta.org
Cc: Melody Baldonado/KAUH/HIDOE@HIDOE, Joy Hohnstine/KAUH/HIDOE@HIDOE
Date: 02/20/2014 11:33 AM
Subject: Re: Fw: SCC waiver

The vote was consensus with both the high school and elementary. Thanks, Angie

Joy Hohnstine Angie, I still need to put the schedule in the requi... 01/21/2014 04:16:28 PM

From: Joy Hohnstine/KAUH/HIDOE
To: Angela Miyashiro/KAUH/HIDOE@HIDOE
Date: 01/21/2014 04:16 PM
Subject: Re: Fw: SCC waiver

Angie,

I still need to put the schedule in the required format, which I may need help doing.

I don't think we can submit the SCC waiver for either schedule until they have a signature from a parent member.

Also, I think it is important to emphasize that the elementary department reached unanimous consensus that either schedule would be acceptable. However, the preferred schedule option was Option 1 (Blue) with 9/12 teachers choosing that option (75%).

Thank you,
Joy C. Hohnstine
Elementary School Counseling & PSAP
Ka'u High & Pahala Elementary School (368)
808-313-4142

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Angela Miyashiro Do you have a copy I can either e-mail or fax the... 01/21/2014 02:28:33 PM

From: Angela Miyashiro/KAUH/HIDOE
To: Melody Baldonado/KAUH/HIDOE@HIDOE,
Cc: Joy Hohnstine/KAUH/HIDOE@HIDOE
Date: 01/21/2014 02:28 PM

Subject: Fw: SCC waiver

Do you have a copy I can either e-mail or fax the waiver request ? thanks, Angie
--- Forwarded by Angela Miyashiro/KAUH/HIDOE on 01/21/2014 02:27 PM ---

From: "Yamanaka, Rae" <RYamanaka@hsta.org>
To: Angela_Miyashiro/KAUH/HIDOE<Angela_Miyashiro/KAUH/HIDOE@notes.k12.hi.us>
Cc: "Camacho, Ray" <RCamacho@hsta.org>
Date: 01/21/2014 10:41 AM
Subject: RE: SCC waiver

Angie,
Please send us the waiver request with the faculty vote results.

Thanks,
rae

Rae A. Yamanaka
HSTA Hilo UniServ Director
Hilo Lagoon Centre
101 Aupuni St., Ste. 219
Hilo, HI 96720
808 935-9301, 808 969-7492fax
Email: ryamanaka@hsta.org

When angry, count ten before you speak, if very angry, a hundred.
Thomas Jefferson

From: Angela_Miyashiro/KAUH/HIDOE@notes.k12.hi.us [mailto:Angela_Miyashiro/KAUH/HIDOE@notes.k12.hi.us]
Sent: Tuesday, January 21, 2014 9:32 AM
To: Yamanaka, Rae
Cc: Camacho, Ray
Subject: SCC waiver

We requested an SCC waiver for the bell schedule for the 2014-15 year. Both schedules for elementary and secondary were voted in through consensus. I can send you more information if it is needed..Thank-you, Angie , SCC Chair.

**

This email was scanned by the Cisco IronPort Email Security System contracted by the Hawaii Dept of Education. If you receive suspicious/phish email, forward a copy to spamreport@k12.hi.us. This helps us monitor suspicious/phish email getting thru. You will not receive a response, but rest assured the information received will help to build additional protection. If you need a response regarding spam/phish emails received, send an email to nssb@k12.hi.us. For more info about the filtering service, go to http://nssb.k12.hi.us/internal/spam_pages/index.html

Proposed Bell schedule:

Teacher Instruction: 1370 minutes which is 45 minutes short of the 1415 min. maximum allowed by teacher contract. The 90 minute differential is due to weekly articulation period for teachers.

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368 **Kau High & Pahala Elementary****Trend Report:
Educational and Fiscal Accountability****School Report for School Year 2012-2013**

A *Guide to Understanding Trend Reports* explains the educational and fiscal measures and lists schools in each of the complexes for the school year 2012-13. The *Guide* is available on-line at <http://arch.k12.hi.us>.

Background

Student Enrollment	Total	SPED		ELL		Free & Reduced-Cost Lunch Program		Kindergartners Who Attended Preschool
		#	%	#	%	#	%	
School Year	#	#	%	#	%	#	%	%
2010-2011	525	90	17.1%	93	17.7%	405	77.1%	63.3%
2011-2012	566	92	16.3%	92	16.3%	462	81.6%	70.8%
2012-2013	527	83	15.7%	93	17.6%	434	82.4%	76.2%

Teachers	Total	Licensed	Years Experience	5+ Years at This School	Classes Taught by Teachers Meeting NCLB Requirements	Advanced Degree	Early Childhood Endorsement (Gr. K teachers)
School Year	#	%	Average	%	%	%	#
2010-2011	45	86.7%	9.5	38%	89%	26.7%	0
2011-2012	42	85.7%	9.3	45%	96%	31.0%	0
2012-2013	40	85.0%	9.8	48%	89%	32.5%	1

Academic Achievement

Hawaii State Assessment Standards-Based	Reading % Proficient by Grade Level								Math % Proficient by Grade Level					
	3	4	5	6	7	8	10	3	4	5	6	7	8	10
School Year														
2010-2011	55.6	52.2	40.0	47.4	44.9	40.8	58.8	50.0	47.8	50.0	47.4	20.3	29.2	25.4
2011-2012	25.0	46.7	63.6	84.2	50.0	49.2	54.5	31.6	60.0	45.5	57.9	34.2	36.9	36.4
2012-2013	22.7	52.6	76.5	64.0	55.2	56.4	48.6	18.2	42.1	41.2	60.0	36.2	33.3	22.2

Hawaii State Assessment Standards-Based	Science % Proficient by Grade Level			
School Year	4	8	10	HS
2010-2011	21.7	2.9	16.7	--
2011-2012	6.7	4.8	11.8	--
2012-2013	21.1	9.7	--	16.1

School Year	Proportion Ready for Kindergarten	Retention Rate %			Dropout Rate % (4-year rate)	Graduate On-Time %	Others %
		Elementary	Middle	Grade 9			
2010-2011	About 1/2	na	na	1.9%	11.9%	83.6%	4.5%
2011-2012	About 3/4	na	na	1.3%	10.4%	83.6%	6.0%
2012-2013	About 1/2	na	na	4.3%	12.9%	75.7%	11.4%

*Results suppressed to protect student identity, in accordance with the Family Educational Rights and Privacy Act (FERPA)

Safety and Well-Being

Students	Average Daily Attendance %		Offenses by Type of Incident (number of citations per 1,000 students)					
			Violence		Property		Illicit Substances	
School Year	Elementary	Secondary	Elementary	Secondary	Elementary	Secondary	Elementary	Secondary
2010-2011	na	91.4%	na	69	na	8	na	2
2011-2012	na	91.3%	na	44	na	9	na	12
2012-2013	na	88.0%	na	68	na	27	na	19

School	Persistently Dangerous Schools (NCLB)	Workers' Compensation Claims	Student and Teacher Perceptions on School Quality Survey	Transition from home/preschool to Kindergarten	
School Year	Yes/No	Total # of claims	% of claims resulting in loss-time	Positive Responses % of student % of teacher	School mean (range 1-3)
2010-2011	No	2	0.0%	55.3% 59.7%	1.6
2011-2012	No	3	0.0%	75.0% 84.8%	1.6
2012-2013	No	6	0.0%	74.7% 86.2%	2.3

Civic Responsibility

	Young Voter Registration	Kids Voting Hawaii		Students Who Are Not Suspended	Volunteer Hours
School Year	# of students participating	# of students participating	% of students participating	% of Enrollment	# of PCNC volunteer hours per 100 students
2010-2011	--	0	0.0%	90.1%	17
2011-2012	--	--	--	86.6%	26
2012-2013	--	5	0.9%	80.6%	31

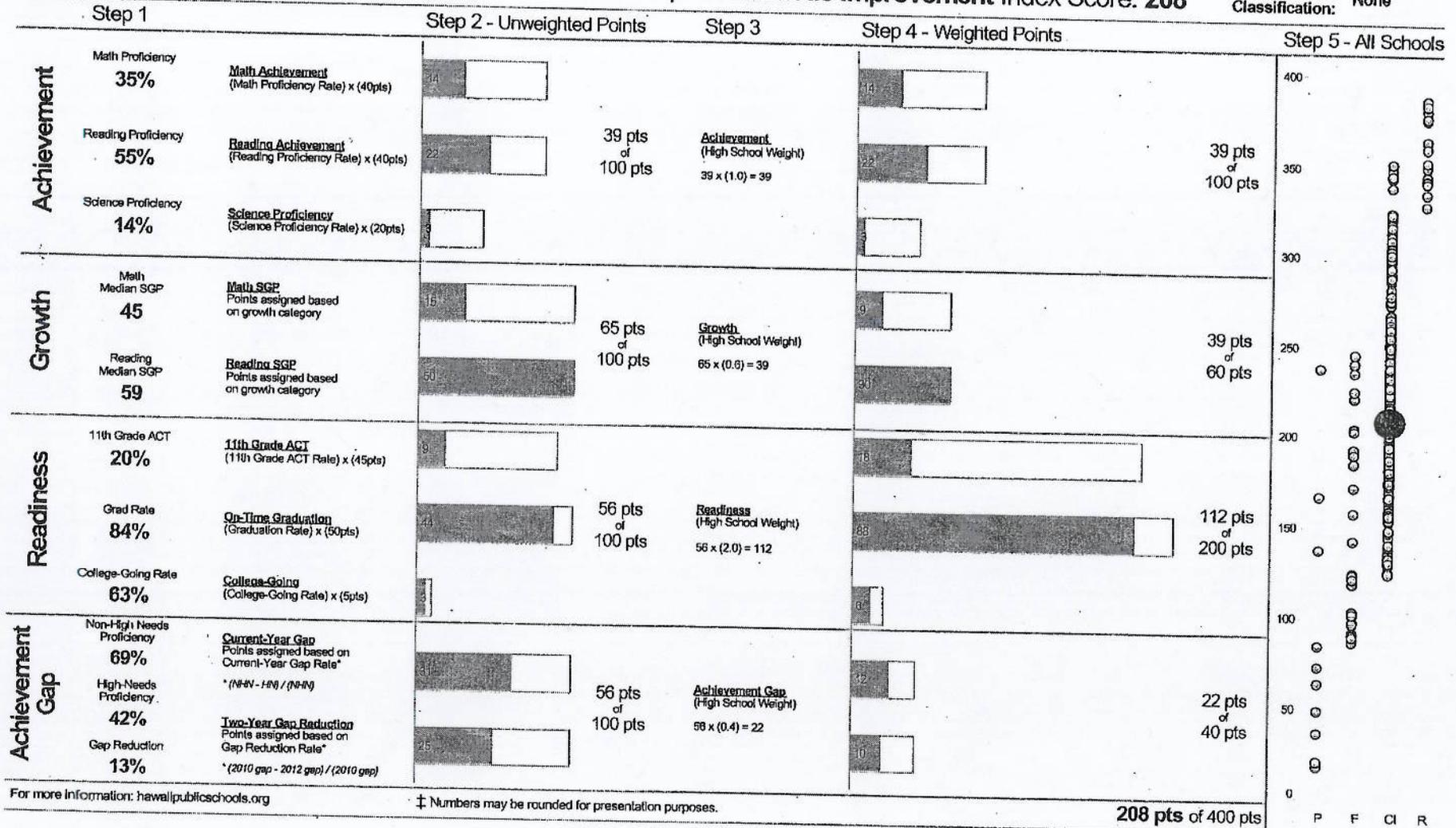
Fiscal Accountability

School Year	State General Funds				Significant Budget Changes*
	School Salaried Payroll	Allocation Excluding School Salaried Payroll	Expended	Carryover	
2010-2011	\$3,668,305	\$1,096,257	\$519,484	\$576,773	none
2011-2012	\$3,491,642	\$809,622	\$794,521	\$15,101	none
2012-2013	\$3,963,812	\$391,002	\$336,264	\$54,738	none

*Explanation of Significant Budget Changes

Kau High & Pahala Elementary Strive HI 2012-13 Step: Continuous Improvement Index Score: 208

Automatic Classification: None



For more information: hawalpublicschools.org

‡ Numbers may be rounded for presentation purposes.

208 pts of 400 pts